

**THE STATE TRADING CORPORATION OF INDIA LTD., NEW
DELHI
PERSONNEL DIVISION
(IR section)**

STC/CO/PER/IR/02005(Vol-II)/2006

01.09.2020

CIRCULAR No.IR/26/2020

Sub: Clarification on regularization of absence during COVID-19 epidemic lockdown period-regarding.

In compliance with DPE OM No. DPE-GM-12/0004/2019-GM (FTS-10562) dated 21.08.2020 and DoPT OM No.14029/5/2019 Estt.(L) (Pt.2) dated 28.07.2020 issuing clarification relating to regularization of period of absence during COVID-19 epidemic lockdown period, it has been decided to implement the following clarifications to regulate the period of absence in the Corporation.

Sno.	Situation	Clarification
1.	Government Servants who were on official tour and were unable to return to their Headquarters (HQs) due to non-availability of Public Transport.	Deemed to have joined duty on the date of expiry of official tour, if intimation in any form, indicating difficulty in joining duty due to non-availability of public transport/ flights, has been given by the Government servant to the office.
2.	Government servants who were on leave prior to issue of lockdown orders with effect from 25.03.2020 and the leave ended during lockdown period.	Deemed to have joined duty from the date of expiry of leave, if intimation in any form, indicating difficulty in joining duty due to non-availability of public transport/ flights has been given by the Government servant to the office. In case of leave on medical grounds, this is subject to production of medical/fitness certificate.
3.	Government servants who left HQ on the week-end prior to lockdown, i.e. 20.03.2020 (Friday), but	Deemed to have joined on 23.03.2020, if intimation, in any form indicating difficulty in joining duty due to non-

	could not return to HQ on 23.03.2020(Monday) due to non-availability of transport.	availability of public transport/ flights has been given by the Government servant to the office.
4.	Government servants who were on leave prior to issue of orders on lockdown with effect from 25.03.2020 and the leave expired during the lockdown period, but who wish to curtail the leave before expiry and join duty.	Curtailement of sanctioned leave may not be agreed to, unless allowed by the leave sanctioning authority only in rare cases based on official exigency. From the date following the date of expiry of leave during the period of lockdown, the employee may be deemed to have joined duty.

2. All the Divisional Heads/Branch Managers are directed to regulate accordingly the period of absence during lockdown, strictly as per above clarifications.

3. This issues with the approval of the Competent Authority.


S.K. Meena

Jt. General Manager (Pers.)

By E-mail:

- Exe. Secy. to CMD
- Exe. Secys. to Directors/CVO
- All CGMs/GMs
- Divisional Heads, CO
- All Branch Managers

Copy to

- DGM(F)(A&E), CO
- GS, STC Officers' Association
- GS, STC Employees' Union
- GS, SC/ST Employees' Association
- Notice Board
- Website